

APPENDIX 4



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CERTIFIED MAIL RETURN RECEIPT REQUESTED

October 2, 2015

Richard M. Francis
U.S. EPA Region 9
75 Hawthorne St. (ENG-2-2)
San Francisco, CA 94105-3901

RESPONSE TO DOCUMENT REQUEST PHILLIPS 66 COMPANY LOS ANGELES REFINERY WILMINGTON PLANT; EPA ID NO. CAD008237679

Mr. Francis:

Enclosed is Phillips 66 Company's response to the document request you provided during the agency's Hazardous Waste Inspection conducted August 24 – 28, 2015. A description of the enclosures is as follows:

- a spreadsheet describing Phillips 66's response to each written document request (1 thru 25), a listing of each document provided during the inspection and a listing of additional documents requested during the inspection; and
- a disk containing pdf copies of documents Phillips 66 is providing in response to the written document request and the request for additional documents made during the inspection.

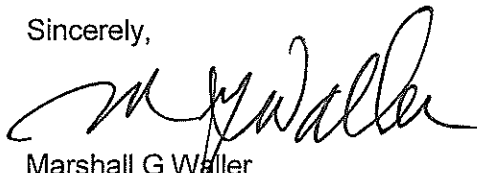
This response and submittal contains confidential business information, trade secret information, business proprietary information, and/or information otherwise exempt from public disclosure due to the confidential nature of the information (referred to herein as "CBI"). This CBI has been handled internally by Phillips 66 Company on a generally-confidential basis and we do not believe that the enclosed CBI is in the public domain. If and when this or similar information must be disclosed externally by the Company, the release of the information is burdened with appropriate safeguards, such as written confidentiality agreements or claims of trade secret/confidential information. Further, public disclosure of the CBI would result in significant economic harm to Phillips 66 and compromise its competitive position within the marketplace. Accordingly, Phillips 66 has marked the CBI as "CONFIDENTIAL" in the enclosed

documents and requests that the U.S. Environmental Protection Agency and its staff (collectively referred to herein as "EPA"), as well as its contractors and agents, manage and protect the CBI in accordance with applicable law, including but not limited to the Section 3007(b) of the Resource Conservation and Recovery Act, 40 C.F.R. sec. 2.203(b), and EPA regulations and guidance.

Public release of the drawings marked as "CONFIDENTIAL" would harm Phillips 66 for the following reasons. Phillips 66 and/or its predecessor companies have developed or procured (at significant effort and cost to ourselves) certain Piping and Instrumentation Diagrams, Plot Plans, Maps, etc. that contain proprietary data. If this proprietary data was provided to our peers/competitors, Phillips 66 would be put at a competitive disadvantage from an operating/profitability stand point in that our peer/competitors could duplicate our designs, processes, layouts without having to spend the effort, time, or cost to develop and/or procure such data for their use. We request that this information be managed as CBI by EPA for a minimum of 10 years. Drawings similar to these have been labeled as CBI by Phillips 66 when disclosed to other government agencies, including but not limited to the South Coast Air Quality Management District, the Bay Area Air Quality Management District, the California Air Resources Board, and the California Department of Industrial Relations, Division of Occupational Safety and Health.

If you have any questions, please contact Cheryl Cobb at (310) 952-6210.

Sincerely,



Marshall G Waller
Environmental Director

Phillips 66 - Wilmington
EPA Records / Documents Request
(August 24-28, 2015)

General Procedure

Pursuant to EPA's authority set forth in Section 3007(a) of RCRA, 42 U.S.C. 6927(a), facilities subject to RCRA may be required to furnish information necessary for EPA to administer the Act. During the compliance investigation at Phillips 66 (P66), EPA inspectors will be reviewing records kept for your facility. In order to expedite this portion of the investigation, the agencies are providing P66 notification of the records that will likely be reviewed on-site. For most documents, the agencies will review the records on-site and request copies, if needed. In certain cases, document copies will be requested for later view at EPA. During the investigation, the agencies will work with P66 to develop a schedule to review these documents. If any of the documents requested can be claimed as Confidential Business Information per 40 CFR Part 2, Subpart B, please mark the documents in accordance with the Attachment 1.

The documentation/information requested below is not a complete list of the information EPA/DTSC may request during and following the inspection.

Part 1 - Records/Document Requested

1. Provide descriptions for all process areas including the following information:
 - a. Simplified process flow diagrams (5 copies)
 - b. Pollution control equipment
 - c. Waste streams produced

SB 14 will be signed and submitted by September 1. We will get a copy when it is signed.

2. Management organization chart (including environmental department). (1 copy)

This information is online with drop-down tabs for each section.

3. List of contractors performing environmental services for the facility. The list must include area(s) of responsibility assigned to each contractor. Also identify if any of the contractors have obtained permits (e.g., Tiered Permit(s)) from Los Angeles County, SCAQMD, Water Board or other state agencies to perform the environmental services on behalf of Phillips 66.

Will get the list later.

4. Site map of the facility. (5 copies)

Received during site inspection.

5. Detailed schematic of the wastewater pre-treatment operations. (5 copies)
This is in the pre-treatment permit application.

6. Detailed schematic of the recovered oil process. (5 copies)
In the sb 14

7. Provide a list of solid/hazardous waste generated on-site by process area, equipment that generates it, and how it is handled. (1 copy)
In SB 14

8. Provide all variances and/or exemption from the RCRA requirements along with any related correspondence. (1 copy)
No variance

9. Provide any current delistings for hazardous wastes generated on-site and related correspondence. (1 copy)
No de listing

10. NPDES discharge permit application (most recent version), including any separate storm water permit. (1 copy)
Permit application is in process

11. Any wastewater pretreatment permit agreements. (1 copy)
none

12. Any reports of pretreatment bypasses for the past 3 years.
none

13. Plans and detailed written descriptions of the sewer system (including by-pass capability), monitoring stations, and outfall locations. Include process (Blowdown System and Process Sewer, Oily-Water Sewer), sanitary, and stormwater sewers. (1 copy)
All storm water is routed through ORU and not released. Only sheet flow waters from parking lots. Will get schematics for oil recovery units.

14. Provide copies of any underground line inspections of the Blowdown System and Process Sewer, Oily-Water Sewer lines performed within the last 5 years. (1 copy each)
P66 does not do their line inspections. The city of LA does Wilmington and the county does Carson.

15. Copies of any monitoring reports prepared within the last 5 years of any effluent discharges to the Stormwater Basins or other stormwater holding ponds, sumps or tanks. (1 copy each)
No discharge to stormwater basin

16. Description of all wastewater pre-treatment systems, including schematic diagrams and any process changes (1 copy)
In the permit application

17. Provide a current status of RCRA permitted hazardous waste management units on-site; schedule for closure (1 copy)

Only the post closure permit for oil impoundment pond.

18. Documentation of off-site waste shipments for the past 3 years, including manifests and associated land disposal restriction (LDR) paperwork, bills of lading, recycling certifications (contracts), shipping records, etc. (1 copy each for review on-site)

Identified November 2012, August 2013, July 2014, and January 2015.

19. Exception reports for any manifests not received back from the designated facility (last 3 years). (1 copy for review on-site)

Notified Joyce Dehart for Info.

20. Latest biennial report (1 copy for review on-site). Include documentation that verifies the submission date.

File is missing from database. Will send later.

21. Plot plan showing locations of all less than 90-days accumulation areas and tanks. Also identify locations of all waste generation points and satellite accumulation areas. (5 copies)

Mostly looking at the selenium accumulation roll-off bin and how it's managed. The area is a tiered permitted area with hazardous waste treatment signs posted.

22. Provide a detailed description of the heat exchanger bundle cleaning pad. Include in the description the following: when constructed, construction, drainage system and sumps. (1 copy)

We need engineered drawings

23. If there are sumps associated with the heat exchanger bundle cleaning pad, provide a detailed description of the sumps: construction and servicing. (1 copy)

Engineered Drawings

24. Provide copies of any inspection logs of the pad or sump for the last 3-years. (1 copy each)

Scheduled inspections with different sections as well as work orders for pad repairs.

25. Provide a copy of the Benzene Waste Operations NESHAP Compliance Review and Verification Report, and follow-up reports as required to be submitted to EPA. *see January 27, 2005, Consent Decree, H-05-0258, Section N, Paragraphs 176, 177, and 178, pages 116 and 117.* (one copy each)

Part 2 – Documents likely to be requested by EPA inspectors (schedule and copies to be determined)

1. Solid waste and hazardous waste determinations, and any waste analysis data used to

support these determinations.

2. Documentation of any reportable spills and/or releases of hazardous substances at the facility for the last 3 years.
3. All records for responses to any reportable spills in the last 5 years, including types and quantities of materials spilled, locations, analytical data, and response measures taken.
4. Records of all hazardous waste shipped from an off-site facility for on-site treatment, recycling, or disposal.
5. Waste analysis plan for treating, storing, or disposing of any hazardous wastes.
6. Training plan per 22 CCR § 66265.16 [40 CFR § 265.16, and employee training records for hazardous waste handlers, including job titles and descriptions and name of each employee.
7. Contingency plan and documentation for any incidents that required implementation of the plan.
8. Inspection schedules, logs/summaries for all container storage areas and <90 day accumulation areas. (last 3 years).
9. Groundwater analyses and reports for any surface impoundment(s), landfill, or land treatment facilities on-site.
10. For each of the facility ponds:
 - a. Regulatory status, including any claimed exemptions
 - b. Description of pond construction
 - c. Description of the dimensions
 - d. Description of pond maintenance activities including scope and frequency of inspections and repair
 - e. Analysis of materials discharged into each pond
 - f. Description of pond operations, such as aeration, skimming, cleaning, water cannons, dredging.
 - g. Analysis of any sludges or wastewater contained in the pond
 - h. Inspection reports per facility permit.
11. List of units, and supporting documentation, that are subject to applicable 40 CFR 264/265 Subpart AA. This applies to process vents associated with distillation, fractionation; thin-film evaporation, solvent extraction, or air/steam stripping operations that manage hazardous wastes with organic concentrations of at least 10 parts per million by weight (ppmw).
12. List of units, and supporting documentation, that are subject to applicable 40 CFR

264/265 Subpart BB. This applies to equipment that contains or contacts hazardous wastes with organic concentrations of at least 10% by weight.

13. List of units, and supporting documentation, that are subject to applicable 40 CFR 264/265 Subpart CC. This applies to tanks, containers, and surface impoundment that treat, store, or dispose of hazardous waste that contain a volatile organic concentration of more than 500 ppmw.
14. Documentation of ongoing corrective action activities including monitoring reports and workplans.
15. Any enforcement actions currently in effect or issued in the last 5 years (including Notices of Violation (NOVs), consent decrees, orders, and agreements), and all related correspondence and deliverables including monitoring reports under the agreements.
16. Financial assurance or corporate guarantee from CFO.

Attachment 1

Confidential Information¹

The information requested herein must be provided even though P66 may contend that it includes confidential information or trade secrets. P66 may assert a confidentiality claim covering part or all of the information requested, pursuant to Section 3007(b) of RCRA, 42 U.S.C. § 6927(b), and 40 C.F. R. § 2.203(b).

If you make a claim of confidentiality for any of the information P66 provides to EPA, you must prove that claim. For each document or response you claim confidential, you must separately address the following points:

- i. clearly identify the portions of the information alleged to be entitled to confidential treatment;
- ii. the period of time for which confidential treatment is desired (e.g., until a certain date, until the occurrence of a specific event, or permanently);
- iii. measures taken by you to guard against the undesired disclosure of the information to others;
- iv. the extent to which the information has been disclosed to others, and the precautions taken in connection therewith;
- v. pertinent confidentiality determinations, if any, by EPA or other federal agencies, and a copy of any such determinations or reference to them, if available; and
- vi. whether you assert that disclosure of the information would likely result in substantial harmful effects on your business' competitive position, and if so, what those harmful effects would be, why they should be viewed as substantial, and an explanation of the causal relationship between disclosure and such harmful effects.

To make a confidentiality claim, please stamp, or type, confidential on all confidential responses and any related confidential documents. Confidential portions of otherwise nonconfidential documents should be clearly identified. You should indicate the date, if any, after which the information need no longer be treated as confidential.

All confidentiality claims are subject to EPA verification. It is important that you satisfactorily show that you have taken reasonable measures to protect the confidentiality of the information and that you intend to continue to do so, and that it is not and has not been obtainable by legitimate means without your consent. If no such claim accompanies the information when it is received by EPA, then it may be made available to the public by EPA without further notice to you.

If the EPA determines that the information so designated meets the criteria set forth in 40 C.F.R. § 2.208, the information will be disclosed only to the extent, and by means of the procedures specified in 40 C.F.R. Part 2, Subpart B..

¹ DTSC has its CBI information claim/management requirements that are separate from EPA's.

LARW - EPA Inspection Document Request Summary

Number	LARW - EPA Document Request Description	Phillips 66 Response	Status	Submitted
1	Provide descriptions for all process areas including the following information:			
	a. Simplified process flow diagrams (5 copies)	SB14 Report	Done	10/2/2015
	b. Pollution control equipment	Title V Permit	Done	10/2/2015
	c. Waste streams produced	SB14 Report	Done	10/2/2015
2	Management organization chart (including environmental department). (1 copy)	Reviewed online during inspection	Done	8/27/2015
3	List of contractors performing environmental services for the facility. The list must include area(s) of responsibility assigned to each contractor. Also identify if any of the contractors have obtained permits (e.g., Tiered Permit(s)) from Los Angeles County, SCAQMD, Water Board or other state agencies to perform the environmental services on behalf of Phillips 66.	Approved Env Contractor List	Done	10/2/2015
4	Site map of the facility. (5 copies)	Plot plan provided during inspection	Done	8/25/2015
5	Detailed schematic of the wastewater treatment operations. (5 copies)	Wastewater Permit	Done	10/2/2015
6	Detailed schematic of the recovered oil process. (5 copies)	Wastewater Permit	Done	10/2/2015
7	Provide a list of solid/hazardous waste generated on-site by process area, equipment that generates it, and how it is handled. (1 copy)	SB14 Report	Done	10/2/2015
8	Provide all variances and/or exemption from the RCRA requirements along with any related correspondence. (1 copy)	N/A	N/A	
9	Provide any current delistings for hazardous wastes generated on-site and related correspondence. (1 copy)	N/A	N/A	
10	NPDES discharge permit application (most recent version), including any separate storm water permit. (1 copy)	NPDES Permit Application	Done	10/2/2015
11	Any wastewater pretreatment permit agreements. (1 copy)	Wastewater Permit	Done	10/2/2015
12	Any reports of pretreatment bypasses for the past 3 years.	N/A	N/A	
13	Plans and detailed written descriptions of the sewer system (including by-pass capability), monitoring stations, and outfall locations. Includes process (e.g., City-Water Sewer, Oily-Water Sewer), sanitary, as stormwater sewers. (1 copy)	Drawings	Done	10/2/2015

LARW - EPA Inspection Document Request Summary

	Provide copies of any underground line inspections of the City-Water Sewer and Oily-Water Sewer lines performed within the last 5 years.	No document responsive to this request exist within Phillips 66 possession custody or control.	None	
14	Copies of any monitoring reports prepared within the last 5 years of any effluent discharges to the Stormwater Pond, R5-5 or other stormwater holding ponds, basins, sumps or tanks.	No document responsive to this request exist within Phillips 66 possession custody or control.	None	
15	Description of all wastewater treatment systems, including schematic diagrams and any process changes (1 copy)	Wastewater Permit	Done	10/2/2015
16	Provide a current status of RCRA permitted hazardous waste management units on-site; schedule for closure (1 copy)	Post Closure Permit	Done	10/2/2015
17	Documentation of off-site waste shipments for the past 3 years, including manifests and associated land disposal restriction (LDR) paperwork, bills of lading, recycling certifications (contracts), shipping records, etc. (1 copy each for review on-site).	Reviewed onsite during inspection	Done	8/28/2015
18	Exception reports for any manifests not received back from the designated facility (last 3 years). (1 copy for review on-site)	N/A	N/A	
19	Latest biennial report (1 copy for review on-site). Include documentation that verifies the submission date.	Biennial Report transmittal letter	Done	10/2/2015
20	Plot plan showing locations of all less than 90-days accumulation areas and tanks. Also identify locations of all waste generation points and satellite accumulation areas. (5 copies)	Plot plan provided during inspection	Done	8/26/2015
21	Provide a detailed description of the heat exchanger bundle cleaning pad. Include in the description the following: when constructed, construction, drainage system and sumps. (1 copy)	No document responsive to this request exist within Phillips 66 possession custody or control.	None	
22	If there are sumps associated with the heat exchanger bundle cleaning pad, provide a detailed description of the sumps: construction and servicing. (1 copy)	No document responsive to this request exist within Phillips 66 possession custody or control.	None	
23	Provide copies of any inspection logs of the pad or sump for the last 3-years. (1 copy each)	No document responsive to this request exist within Phillips 66 possession custody or control.	None	

LARW - EPA Inspection Document Request Summary

25	Provide a copy of the Benzene Waste Operations NESHAP Compliance Review and Verification Report, and follow-up reports as required to be submitted to EPA. <i>see January 27, 2005, Consent Decree, H-05-0258, Section N, Paragraphs 176, 177, and 178, pages 116 and 117.</i> (one copy each)	Compliance Review and Verification Report transmittal letter	Done	10/2/2015
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Documents Provided to EPA During Inspection		Phillips 66 Response	Status	Submitted
1	Plot Plan - Los Angeles Refinery Wilmington Plant (W-762-W-001)	Plot Plan	Done	8/25/2015

